

**BY ORDER OF THE COMMANDER
JOINT BASE LANGLEY-EUSTIS**

**JOINT BASE LANGLEY-EUSTIS
INSTRUCTION 34-266**



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Services

**AIR FORCE FITNESS AND SPORTS
PROGRAMS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFI 34-266, Air Force Fitness and Sports Programs, 24 September 2007. It also provides guidance and establishes local procedures for the Parent Child Area at the Shellbank Fitness Centers at Joint Base Langley-Eustis. The procedures established are applicable to all fitness personnel, both military and civilian. Supervisors will ensure compliance. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication; route AF Forms 847 from the field through the appropriate functional's chain of command.

SUMMARY OF CHANGES

This instruction implements guidelines and procedures for the use of the Parent Child Area (PCA). This document has been substantially revised and must be completely reviewed. Major changes include revising JBLE OI 34-01 into a Joint Base Langley-Eustis Supplement to this instruction in accordance with AFI33-360, Publications and Forms Management

1. General. It is the responsibility of all Fitness personnel to ensure the following rules are carried out correctly.

2. Procedures. IAW AFI 34-266, *Air Force Fitness and Sports Programs*; para 3.3.3, Table 3.2 Parent Child Area

3. Rules. The Fitness Staff will not be responsible for monitoring children under any circumstances. Children must be supervised by their own parent(s)/legal guardian(s). Parent(s)/guardian(s) must remain in the room with their child(ren) at all times; the 633d Security Forces Squadron (SFS) will be called immediately if any child is left unattended

3.1. Total room capacity is fifteen. There is a maximum of seven children allowed in the room at one time. Parent(s)/guardian(s) must limit workouts to 30 minutes when room is at maximum capacity. Children ages 6 months to 9 years may play in the play area of the Family Room under the supervision of an adult. Parents or legal guardians are responsible for direct supervision of their children at all times while using the Parent Child Area. Parent(s)/guardian(s) must attend to crying children or children creating a disturbance to others. All children will remain under the supervision of their caregivers at all times. The television provided is for "G" rated programming only. Child-appropriate stations are required at all times and only child-friendly DVDs are authorized. Food will not be consumed in the room. Drinks must be in a bottle and must be kept sealed when not in use. All spills must be reported to the front desk and cleaned prior to departure. Parent(s)/guardian(s) must keep personal bags/gear out of the children's designated play area and toys brought into the room must be of a non-violent nature. All personal toys, books, etc. must be removed from room upon departure. Adults without children are not authorized in Family Room. The Fitness Center will clean and disinfect the Family Room play area daily according to AFI 34-248, *Child Development Center*; para 11.3.4. Monthly Health inspections will be conducted and maintained by the Shellbank Fitness Center Staff. The Fitness staff will not be responsible for any lost or stolen items. The Fitness Center staff will not have interaction with the children utilizing the Family Room.

4. Safety. All children will remain under the care of their guardians, in case of a fire/evacuation. Parents will be expected to evacuate the building and adhere to AFI 91-202, *The Air Force Mishap Prevention Program*; and DoDI 6055.1, *DoD Safety and Occupational Health (SOH) Program*. The Fitness Center will conduct monthly Safety/Fire inspections and report all hazards to 633 ABW/SE or 633 CES/CEF.

KORVIN D. AUCH, Colonel, USAF
Commander 633d Air Base Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 91-202, *The Air Force Mishap Prevention Program*, 01 August 1998

AFI 34-266, *Air Force Fitness and Sports Programs*, 24 September 2007

AFI 34-248, *Child Development Center*, 01 October 1999

DoDI 6055.1, *DoD Safety and Occupational Health (SOH) Program*, 19 August 1998

AFMAN 33-363, *Management of Records*, 1 March 2008

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFRIMS—Air Force Records Information Management System

DoDI—Department of Defense Instruction

OI—Operating Instructions

RDS—Records Disposition Schedule

SFS—Security Forces Squadron